



DULUTH INTERNATIONAL AIRPORT

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**DULUTH AIRPORT AUTHORITY
MEETING AGENDA
JANUARY 15, 2019**

**DULUTH INTERNATIONAL AIRPORT
AMATUZIO CONFERENCE ROOM**

*A Portion of this Meeting Will Be Closed for a Performance Evaluation of the
Executive Director*

I *EXECUTIVE DIRECTORS REVIEW

Information Letter to DAA Directors.

**II *APPROVAL OF PREVIOUS MEETING MINUTES & OTHER CONSENT AGENDA
ITEMS**

A. Approval of December 18, 2018 Meeting Minutes.

III *DAA CASH DISBURSEMENTS

A. Cash Disbursement Sheets #25 and #26, 2018.

IV *CORRESPONDENCE

- A. Airport News: December 18, 2018 Duluth International Airport "Opening Soon: The Club DLH Business Suite".
- B. January 1, 2019 Monaco Air Duluth Recognition -- FltPlan.com "Pilots' Choice Awards 2018".
- C. January 2, 2019 E-Mail from Monaco Air Foundation with Summary of December 2018 Activities.
- D. January 7, 2019 Letter from Avis, Sonju Enterprises to DAA Expressing Interest in Additional Counter Space at Duluth International Airport.
- E. January 8, 2019 Monthly Duluth International Airport Tenant Operations Meeting Minutes.
- F. Link for Metropolitan Airports Commission (MAC) Commission Minutes -- <https://metroairports.org/Airport-Authority/Metropolitan-Airports-Commission/Public-Meetings/Board-Meetings.aspx>.

V OPPORTUNITY FOR PERSONS TO BE HEARD

VI OLD BUSINESS

None

VII NEW BUSINESS

- A. Resolution to Approve the Amendment to the Vehicle Rental Lease and Concession Agreement Between the Duluth Airport Authority and Sonju Enterprises, Inc.
- B. Meeting Closed to Evaluate the Performance of Executive Director, Mr. Tom Werner, Pursuant to Minn. Stat. 13D.05 subd.3 (a).
- C. Regular Meeting Reconvened.
- D. Summary of Board Conclusions Regarding Evaluation.
- E. Resolution to Approve DAA Executive Director's 2019 Work Plan.
- F. Resolution to Approve a One-Time Incentive Payment for the DAA Executive Director.
- G. *November 2018 Financial Report.
- H. *December 2018 Accounts Receivables.
- I. *December 2018 Airline Statistics.

VIII DIRECTORS REPORTS

Items annotated by an () are approved by consent and require no discussion or action unless questioned by a Director (In accordance with resolution passed by Directors at March 19, 2002).*